

Assistant Director for Intelligence Coordination  
THRU : Assistant Director for Operations  
Acting Chief, Foreign Documents Division

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Identification and procurement of reference material for exploitation in FDD

1. The Foreign Documents Division has since its inception realized the recurrent need for adequate lexicographical works, i.e., those dictionaries, glossaries, grammars and related reference materials which are indispensable to analysts in the exploitation of foreign language publications. To meet this need internally, the Division has attempted to remain cognizant of the ever-changing status of lexicographical works in general. The principle reporting media of both non-IAC and IAC agencies, are constantly screened for citations of newly published works, new editions of older, definitive works, and of proposed lexicographical aids. Indicative of the types of reporting media screened are the following:

NON-IAC's

Library of Congress:

Information Bulletin.  
Monthly List of Russian and  
Eastern European Accessions.  
Annotated Area Bibliographies.

Dep't of Agriculture:

Bibliography of Agriculture

IAC's

Dep't of State:

Foreign Service OM's, despatches, etc.  
External Research Staff reports.  
LR Accessions Lists

Dep't of the Army:

Military Attache reports.  
MISG shipping advices

Dep't of the Navy:

Naval Attache reports.  
Naval Research Laboratory  
Accession Lists

Dep't of the Air Force:

Air Attache reports.  
AFIC Accession Lists.

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3. Information obtained from such source materials is the basis for requesting its procurement through OCD if it is needed. The many foreign language newspapers and periodicals exploited in the Division are in themselves valuable sources of lexicographical tools in preparation and/or completed. OCD has been able to satisfy the Division's needs to a large degree by contacting book agents in the area concerned, or by dealing with domestic book agents who specialize in a specific area or areas.

4. It might be well to illustrate this internal FDD procedure:

Attachment "A" is a thermoprint of a restricted despatch from the AMEMBASSY, New Delhi, #300, dated 9 August 1950. It will be noted that this despatch refers to three (3) separate lexicographical tools: 1) a set of phonograph records and accompanying texts in the Tibetan language; 2) and Tibetan-Tibetan dictionary, of some 50,000 words, in progress; and 3) a grammar of the Tibetan language. Item 1) was ordered on 25 August 1950 via the CIA Library, OCD, and received in FDD on 7 February 1951. It is now utilized in the Far East Branch, FDD. Item 2) could not be microfilmed and was thus unavailable, while item 3) was considered a personal memento which OO/C could not obtain for the Division.

Attachment "B" is a thermoprint of an unclassified FSOM from the AMEMBASSY, Belgrade, dated 25 July 1951. FDD analysts had initially become familiar with the items cited in the newspaper Slovenski Porocevalec, published in Ljubljana, Yugoslavia. An order for the material was placed with OCD on 30 November 1950. On 16 November 1951 the material was received.

5. These items were fully processed upon receipt and bibliographical data of same was sent to the CIA Library, OCD, for incorporation into the Agency's book file.

6. We cannot determine what needs might exist for exploitation purposes other than our own, but we believe that FDD's procedures can satisfy any requirements that can be met by existing works.

7. Training needs for reference material are well known to FDD and cannot be satisfied by the type of material assembled for exploitation. This subject will be covered in Col. Dostert's memo to you.

BENJAMIN B. CAIN

*Sent to MD/EC  
18 Aug 52*  
Encl: 2